**MAKE GOALS FOR YOURSELF**



Screen Print - From e2020 Lecture on Goal Setting

**Phase 1: Make Notes**

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| **Goal Setting!** | **Make Notes on Your Goals** |
| Step 1: Write Your Goal Down   * Achievable * Established * Important to You * Outlined * Under your Control |  |
| Step 2: Locate Resources   * A resource is anything that will assist you in meeting your goals. * Who and What can help me reach my goals. |  |
| Step 3: Identify Obstacles   * What will keep me from reaching my goal? (internal and external) |  |
| Step 4: Create a Timeline   * Steps to get to goal * WHAT to do, and * By WHEN |  |
| Step 5: Create Rewards for Achievements Along the Way   * Check on your timeline; monitor your progress * Create ways to reward yourself for staying on your timeline. |  |
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Phase 2 - Draft

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| **Goal Setting!** | **Make Draft of Your Goals** |
| Step 1: Write Your Goal Down   * Achievable * Established * Important to You * Outlined * Under your Control |  |
| Step 2: Locate Resources   * A resource is anything that will assist you in meeting your goals. * Who and What can help me reach my goals. |  |
| Step 3: Identify Obstacles   * What will keep me from reaching my goal? (internal and external) |  |
| Step 4: Create a Timeline   * Steps to get to goal * WHAT to do, and * By WHEN |  |
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